

COA Minutes
May 17, 2022

Called to order at: 13:03

Attendance: Frank, Betty, Tony, Deb, Debbie, Howard, Jinx, Colleen
Jinx and Howard observed via Zoom. They are participants, but are to abstain from voting, since the meeting was not posted as a hybrid.

Minutes

Frank asked if there were questions about the minutes. Debbie moved to accept the minutes, Deb seconded.

The April minutes were submitted for approval. There were no questions nor discussion.

The minutes were approved unanimously.

Treasurer's Report

The Treasurer submitted for both March's and April's reports for approval. It was noted that both reports are more closely in line with the town's figures, especially the April report. Colleen and Tony both carefully looked over the town's documents and feel that the treasurer's reports provide an accurate reflection of our finances.

Betty moved that we accept the reports. Deb seconded. Both reports were approved.

Howard and Jinx signed off at 13:12 because they could not hear.
We came ahead in the breakfast and lunch fund. Tony has talked to Erin,

Chair's Report:

Frank began by summarizing changes to our current Policies and Procedures. They are as follows:

Article I. Add the letter e to the word "establishment"

Article II: No change

Article III: no change

Article IV: Change to minimum of 7 members, maximum of 11, so as to have an odd number and avoid ties on votes.

Change the term Board of Selectmen to Selectboard. Also we need to discuss if we want two-year or three-year terms.

Deb likes three years. Frank commented that other boards that have no limits, either in length of terms or number of terms. He weighed pros and cons of this.

Frank and Tony are both done after this year. Tony feels that four years is plenty to have served. Tony feels that it is valuable to limit terms because it will cause more people to become involved. We discussed how to recruit new members. Deb and Debbie spoke to how they became involved.

Word of mouth seems to work. Frank asked for Colleen's input. She likes a three-year term.

So, we will propose to change to three-year terms, but will eliminate completing portions of terms of people who left. The term will start whenever a new member comes on, elections of new members will happen whenever we have a need.

Paragraph 3, no change.

Article V: Add, all members must be present (in whatever format the meeting is posted for) to vote (ie no voting via Zoom unless the meeting has been posted as a Zoom meeting). Frank explained the requirements of voting via Zoom. As an aside, as of July, 2022, all Zoom meetings will come to an end unless the governor decides to continue them.

Article IV:

In section 2 add something to the effect that the chair is the liaison between the COA and the Senior Center Director, all communication pertaining to the COA must go through the chair.

In section 1, Frank suggested that we change part (c) where it states that a member must be on the board 6 months before being able to serve as an officer. Basically (c) and (d) will become one. Tony advocated for having flexibility in eligibility for becoming an officer.

In section 3 eliminate "or disability".

Section 4: Instead of retain records, submit records in accordance with the policies in procedures currently in place. There is some uncertainty about what the exact expectations are in regards to the minutes (the type of paper, the need to be signed, submission them to Dan). Frank will follow up on this.

We then turned to the role of the treasurer. Tony to some extent the treasurer's job is superfluous. He really does not control anything financial. He basically keeps the council informed. The new wording will be as follows:

"The treasurer will monitor the COA budget and report thereon to the council."

As an aside, it was discovered that Colleen does not require our approval to make any expenditures.

Frank reiterated the jurisdictions of COA and Colleen and provided some examples.

Friends: No report in Jinx's absence

CPC: Deb went to the meeting last week.

Deb is an actual member of the CPC.

They are looking at their bylaws. There was a lot of conversation pertaining to the lack of housing authority in town. The CPC is supposed to have a member from the housing authority. Historically the COA is the closest to a housing authority that the CPC could find in town. So, our representative to the CPC is in lieu of a person from a housing authority.

Deb moved that we support the CPC's change of wording to approval by COA rather than approval by Selectboard.

Frank suggested that we have nominations now, vote next month.

Betty nominated Deb for Chair, Debbie seconded.

No nomination for vice chair until next month

Treasurer: Debbie nominated Betty, Deb seconded.

Secretary: Betty nominated Debbie, Deb seconded.

Frank suggested that we vote today to eliminate the 6-month waits

Frank moved we eliminate part (c) of Section 1 of Article VII

Tony seconded. Motion passed.

Director's Report:

Happy Little Feet is an incredible success. People have donated to offset the cost of tee shirts and hats. Frank will contact grade 1 teacher about continuing our walks with the current kindergartners next year.

Memorial Day Parade: we will represent our different programs, (HLF, HBB)

Volunteer appreciation is all set for June 9th at the Brewery at Four Stars Farm.

The Formula Grant money is in. It has been agreed by the town that Colleen will be paid the amount she was offered when she was hired.

Legislation: Some actions that did not pass: Prescription rebates, tax reduction for seniors.

N@H: Annual meeting Thursday, 6/23 at 4 Star

Other Items: None

Tony moved, Deb seconded to adjourn.
Meeting adjourned at 14:36

Deborah Lane 6/21/22